

## **.05 Real Property - For Sale (CA)**

Real property that the participant is making a good faith effort to sell is NOT COUNTABLE for a period of six months. The six month period begins with the first payment month in which both of the following apply:

- All eligibility conditions are met
- Payment is authorized

Establish that the participant is making a good faith effort to sell the property by verifying both of the following:

- The property is for sale
- The participant has not declined a reasonable offer

This can be done through any of the following:

- A [collateral contact](#)
- A classified ad in the newspaper
- A real estate broker
- Other reasonable proof

To receive this six month exclusion period, the property owner must sign an agreement prior to approval, to sell the property and repay the CA benefits received when the property is sold.

When a participant is entitled to receive benefits in accordance with this instruction, an Agreement to Establish Lien, Notice of Lien and Lien Acknowledgement must be completed. The following procedures apply:

- The local office contacts the Policy Support Team (PST) via e-mail to request the lien forms (See [PST](#) for e-mail address). Request these forms on an AS NEEDED basis only.
- Complete all lien agreement forms. Use the sample instructions provided with the packet.
- Send the completed lien forms, together with a copy of the deed, to the PST.

- The PST forwards all completed forms to the Office of the Attorney General for review and approval.
- Following the review of the completed lien forms, the Attorney General's office returns the approved lien forms to the PST.
- The PST returns the approved lien forms to the local office. The local office must file the approved lien forms in the county recorder's office where the real property is located. (The filing fee is paid using the PAAR fund.)
- Place a copy of the completed lien forms in the permanent side of the case file.
- The PST submits the recorded lien forms to the local office when received from the County Recorder.

The participant must repay up to the amount of net proceeds received from the sale of the property.

The participant is not required to repay any benefits when the TOTAL of the following are LESS than the [CA resource limit](#):

- The [net proceeds from the sale](#) of the property
- All other resources at the beginning of the six month exclusion period